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[REDACTED] SUPPORT OFFICER' MEETING

21 October 1964

DD/S Conference Room

1. Those present:

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[REDACTED]

2. The following items were brought up at the recent DD/P Staff Meeting:

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a. [REDACTED] has been designated to assist Mr. McCone in the latter's responsibilities for the implementation of the Warren Commission Report. Any matters dealing with this subject should be taken up with [REDACTED] who can be reached on Red Line [REDACTED]

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b. The DD/P has stated that the age-old Records problem is still with us, and the divisions are still holding considerable material in their own files which should be in our eyes for the entry into the Walnut System. He requested the Division Chiefs to put pressure on their personnel to release this material to RI and stated that [REDACTED] will be around to talk to each Division Chief on this matter.

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c. Report from the Field regarding [REDACTED] has been spotty and inadequate. Field Stations should be requested to give this new emphasis since this information is of considerable interest to the Agency.

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d. TSD has expressed concern about the lag in their receipt of information regarding opposition technical webbs in their area. He asked that this information be sent to them when it is received in order that counter measures could be taken.

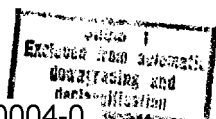
3. In the DD/S Staff Meeting the following items were brought out:

a. Colonel White stated that the barber shop in the building will be open on or about 1 December. Three barbers are now in the process of being cleared.

b. The Director of Personnel stated that one third of the envelopes for the UGF Drive are still outstanding and urged that every effort be made to get them in. The rate of participation

25 YEAR RE-REVIEW

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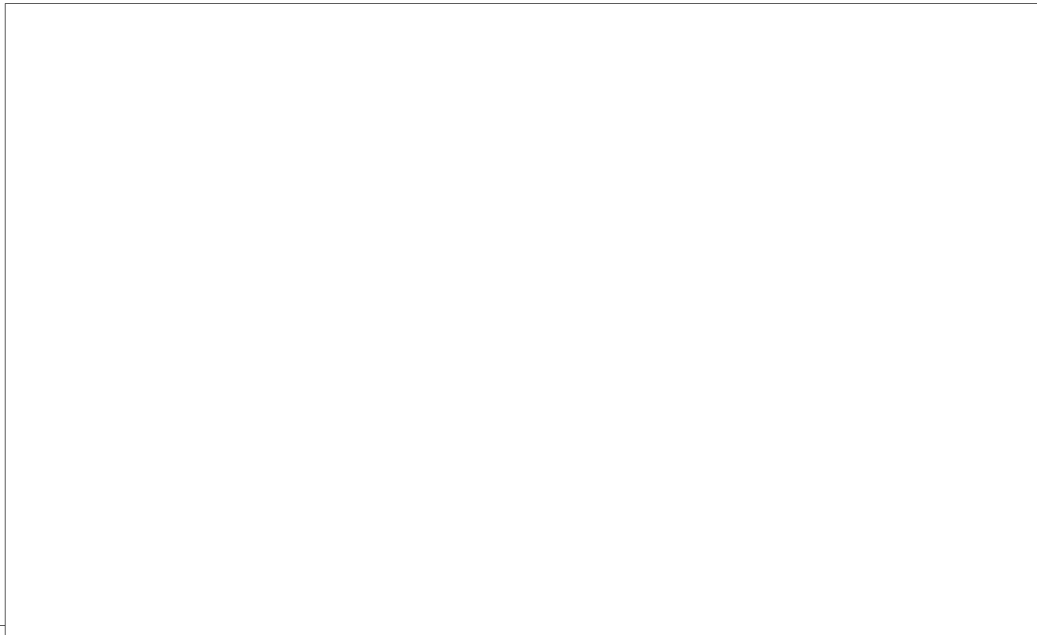
for those received is 93 per cent and the average gift is \$22.

c. The Agency has recently contracted for all physical space in the Key Building in Rosslyn with the exception of the first floor. The Office of Operations, the Foreign Documents Division, and the Acquisition Division of OCR will all relocate to the Key Building from 1717 H Street in Washington. In addition, the Office of Finance will also move to the Key Building. These moves will probably take place in February of 1965. Six to nine months after these moves, TSD will move to the South and Central Buildings vacated by Finance. The acquisition of the Key Building in Rosslyn is the first step in a plan to consolidate all of the downtown Agency offices in the Rosslyn Area.

d. In the last fire drill the building was cleared in 13 minutes which is 5 minutes faster than last year.

e. The following selections have been approved for the Senior Schools:

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4. The Retirement Bill was discussed with certain questions answered, but it was pointed out that until such time as the implement regulations are improved and interpreted, there will be many questions that it will be impossible to answer.

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